DEVELOPMENT INTERNSHIP

DESCRIPTION
Join Seattle Opera’s dynamic and donor-centric Development team. You’ll gain valuable experience in a culture of philanthropy while advancing your own career path.

Become a part of one of Seattle’s leading Development departments and learn what it takes to keep an opera company funded and thriving. You’ll provide event support, work in Tessitura, our customer database, and interact with donors alongside enthusiastic professionals in a productive environment.

Internships can be focused on a specific area in the department, or customized to meet your learning goals:

☐ Annual Fund
☐ Individual Giving
☐ Institutional Giving
☐ Special Events
☐ Operations

NECESSARY SKILLS
Interns must be:
• At least 18 years or older
• Able to commit at least 15 hours a week
• Dependable
• Experienced with data entry
• Computer literate
• Able to interact with donors in a professional and engaging manner

HOW TO APPLY
Submit a cover letter and resume with at least two professional and/or academic references to:

Seattle Opera Development Internships
Attn: Annie Walters
1020 John Street
Seattle, WA 98109

Or email to annie.walters@seattleopera.org

An interview by telephone or via Skype is required.

This is an unpaid internship.